

BAXTER CITY COUNCIL MINUTES
Special Meeting
May 21, 2015

Mayor Darrel Olson called the Special City Council Meeting to order at 7:00 p.m.

COUNCIL MEMBERS PRESENT: Mayor Darrel Olson and Council Members Quinn Nystrom and Steve Barrows

COUNCIL MEMBERS ABSENT: Council Members Todd Holman and Mark Cross

STAFF PRESENT: Assistant City Administrator Kelly Steele and Public Works Director/City Engineer Trevor Walter

PRESENTATION OF 2015 DELLWOOD/NOVOTNY IMPROVEMENT PROJECT

Aric Welch, WSN, explained the project was originally in the Capital Improvements Plan (“CIP”) for improvement in 2006 and 2007. The project was removed from the CIP and designated as a developer driven project in 2007. In 2007, the City was approached by a property owner seeking sanitary sewer, water, and roadway improvements. The City held a public information meeting on July 9, 2008. The improvement hearing was held on August 4, 2008 but the Council did not order the project. The City revised the CIP in 2014 and scheduled the project improvement in 2015.

The City is in the process of documenting the existing 66-foot right-of-way. The feasibility study was updated to reflect current construction costs and the City Assessment Policy. The improvement hearing was held on March 5, 2015. The City received correspondence from property owners questioning the fairness and equity of the proposed per foot assessments. The Council then directed staff and the consulting engineer to review alternative assessment methods as allowed by the City’s assessment policy. Alternative assessment methods were reviewed with the Council at subsequent work sessions.

The Council selected the assessment methodology and approved the revised feasibility study on May 5, 2015. After the public hearing, the Council can either order the project or reject the project. If the project is ordered, the project will be bid, a final assessment hearing will be conducted, the project will be awarded, and the project constructed.

Mr. Welch explained the project area is zoned Regional Commercial. The project area is partially developed with 16 existing parcels. One parcel is currently located outside of the City limits. The existing lots have individual wells and onsite septic systems. Mr. Welch reviewed the existing conditions of Dellwood Drive and Novotny Road and indicated both roadways are located on the Municipal State Aid System.

Mr. Welch reviewed the proposed improvement to include sanitary sewer, water, roadway, and stormwater. The total estimated project cost is \$1,247,075. The assessment procedure and calculations were reviewed.

Property owners are responsible for private service connection costs and charges and fees associated with connection to municipal services. These fees are collected when sewer and water services are made available. Assessments for individual property owners were explained. One property located outside of city limits cannot be immediately assessed, resulting in a deferred special assessment recorded against the property. The estimated total project cost including SAC, WAC, WAC tax, and residential lift station fees is \$1,288,485.

Mr. Welch explained the project is feasible from a construction standpoint. Construction is expected to start in August and completed by October. Property owners must connect to city sanitary sewer and water by December 31, 2016.

Mayor Olson opened the public hearing at 7:18 p.m.

John Thelen asked the reason for the council to reverse the assessment and the reasons for where curb and gutter is proposed to stop. Mr. Thelen explained he was told his assessment would be reduced because of a wetland credit, but now that is not true.

Public Works Director/ City Engineer Walter explained the curb and gutter end due to running out of depth. The city will work with business owners for the placement of curb cuts. Mr. Welch explained wetlands were not removed because it is not known if they could be filled in the future. The City's approach to levying assessments must be fair and consistent.

Mr. Thelen asked if his mother's drain filed would have to be removed and why is a bike lane being constructed. Mr. Welch explained the MPCA standards to remove a drain field and that the shoulders are designated as a bike lane.

Sherry Thelen stated she lives in Baxter. Ms. Thelen explained the Edina Realty building already has municipal services and she asked for tonight's presentation in advance but did not receive a copy.

Mayor Olson closed the public hearing at 7:45 p.m.

MOTION by Council Member Barrows, seconded by Council Member Nystrom to adjourn at 7:45 p.m. Motion carries unanimously.

Assistant City Administrator Steele explained the council would consider ordering the improvement during the June 2 council meeting.

Approved by:

Respectfully submitted,

Darrel Olson
Mayor

Kelly Steele
Assistant City Administrator/Clerk